

APPENDIX Q

SAMPLE CONVOY BRIEFING

This appendix contains an outline for a comprehensive and effective prebriefing of convoy personnel. It is properly organized and covers the critical information needed to execute any conceivable convoy operation.

- *Situation:*
 - Friendly forces.
 - Support units.
 - Enemy situation.
- *Mission:*
 - Type of cargo.
 - Origin.
 - Destination.
- *Execution:*
 - General organization of the convoy.
 - Time schedule.
 - Routes.
 - Convoy speed.
 - Catch-up speed.
 - Vehicle distance.
 - Emergency measures.
 - Accidents.
 - Breakdowns.
 - Obstacles
 - Separation from convoy.
 - Ambush.
 - Action of convoy personnel if ambushed.
 - Action of security forces during ambush.
 - Medical support.
- *Administration and Logistics:*
 - Control of personnel.
 - Billeting arrangements.
 - Messing arrangements.
 - Refueling and servicing of vehicles, complying with spill prevention guidelines.

- *Command and Signal:*
 - Location of convoy commander.
 - Succession of command.
 - Action of security force commander.
 - Serial commander's responsibility.
 - Arm and hand signals.
 - Other prearranged signals.
 - Radio frequencies and call signs for--
 - Control personnel.
 - Security force commander.
 - Fire support elements.
 - Reserve security elements.
 - Medical evacuation support.
- *Safety:*
 - Hazards of route and weather conditions.
 - Defensive driving.
- *Environmental protection:*
 - Spill prevention.
 - Transporting HAZMAT.